



**Berhampur University**  
**Bhanja Bihar: Berhampur-7 (Ganjam), Odisha**

PRELIMINARY APPLICATION FORM FOR NON-COLLEGIATE CANDIDATES FOR  
M.A. (Hindi, Sanskrit, Telugu) PART-I Examination 20\_\_\_\_

**SPACE FOR  
PHOTOGRAPH**

NAME OF THE SUBJECT	ROLL NO.*	REGD. NO.

**PARTICULARS TO BE FILLED IN BY THE CANDIDATE IN HIS/HER OWN HANDWRITING**

1. a. Name of the applicant : \_\_\_\_\_  
(To be written in Block letters, as recorded in H.S.C.)
- b. Name of the i) Father: \_\_\_\_\_  
ii) Mother: \_\_\_\_\_
2. Date of Birth in Christian era (in figure): \_\_\_\_\_  
Copy of H.S.C./Matriculation certificate  
Should be enclosed)(In words) \_\_\_\_\_
3. Present Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No. \_\_\_\_\_
4. Permanent Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No. \_\_\_\_\_
5. Nationality: \_\_\_\_\_
6. a. Whether the candidate belongs to S.C./  
S.T. or O.B.C. (Mention Caste/Tribe or  
Community) \_\_\_\_\_
- b. Whether the candidate is a permanent  
resident of Odisha of domiciled  
(If so, the period) \_\_\_\_\_
7. The University from where the applicant has passed the Degree or its equivalent and above  
examinations shall be furnished (Original certificates should be presented for verification).

ROLL NO.	YEAR	NAME OF THE EXAMINATION	NAME OF THE UNIVERSITY/BOARD	RESULT	REMARKS
		H.S.C.			
		Degree			
		M.A./M.Sc./M.Com			
		LL.B./B.Ed./M.Ed. & other exams., if any			

\* Roll No. to be allotted by the University.

**P.T.O.**

8. Name of the College/Institution last studied (the C.L.C./T.C. in original must be enclosed). Mention the T.C./C.L.C. No. and date of issue: \_\_\_\_\_
9. Exam. Fee- B.D./Challan No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_
10. Berhampur University Registration Number: \_\_\_\_\_  
(original receipt to be enclosed)
11. Subjects of Part-I Exam.

<b>Paper-I</b>	
<b>Paper-II</b>	
<b>Paper-III</b>	
<b>Paper-IV</b>	
<b>Paper-V</b>	

12. Present Occupation if any: \_\_\_\_\_
13. Date from which the applicant is employed as required under Regulation: From \_\_\_\_\_ to \_\_\_\_\_
14. Amount of the fees, date and mode of payment: Rs. \_\_\_\_\_/-  
B.D. No./Challan No. \_\_\_\_\_, Date \_\_\_\_\_

Certified that all the information given by me in this application is true.

Date: \_\_\_\_\_

Full signature of the applicant

**I. SERVICE CERTIFICATE**

(For Store Keeper, Labrarian, Demonstrator, Laboratory Assistant, Compounding Asst. And Instrument Keepers and Teachers Serving the Education Institution in Orissa and women candidates)

**CERTIFIED THAT:-**

- i) The conduct of the applicant is good.
- ii) The College mentioned in item 11 & 12 recognised and the periods of service mentioned therein are correct.
- iii) The applicant is working as \_\_\_\_\_ since \_\_\_\_\_ in this institution and I have no objection, if the applicant is permitted to appear the M.A./M.Sc./M.Com Examination. Further certified that the institution has permanent recognition.
- iv) The statement made overleaf are verified and found correct.

Dated \_\_\_\_\_

Head Master School

Principal College

Gazetted Officer

Name Designation

(Seal)

(Seal)

(Seal)

Forwarded to the Asst. Registrar/Asst. Controller of Examinations, Berhampur University, Berhampur-7(Gm.)

**II. CONDUCT AND CHARACTER CERTIFICATE (CANDIDATES OTHER THAN-II)**

Certified that the statements made by the applicant overleaf and above are true and his/her conduct and character is good.

Forwarded to the Asst. Registrar/Asst. Controller of Examinations, Berhampur University, Berhampur-7(Gm.).

Date \_\_\_\_\_

Signature (Name and Designation)  
Gazetted Officer  
(Seal)

**III. DECLARATION BY THE CANDIDATE**

Declared that I \_\_\_\_\_  
an applicant to appear the \_\_\_\_\_ Examination 20 under  
Berhampur University is not a student or non-collegiate candidate for any other  
examination under Berhampur University or other Universities/Boards.  
That I shall not enrol myself to any other examination until I complete the above  
Examination.

Date \_\_\_\_\_

Signature of the applicant in full

**BERHAMPUR UNIVERSITY**  
**FORM OF APPLICATION FOR REGISTRATION AS A**  
**UNIVERSITY STUDENT IF NOT REGISTERED EARLIER**  
(SEE RULES OVERLEAF)

1. Name (In Block letters): \_\_\_\_\_
2. Name of the Father or Guardian: \_\_\_\_\_
3. Date of Birth in the Christian era: \_\_\_\_\_
4. Religion: \_\_\_\_\_
5. Language i.e. Mother tongue: \_\_\_\_\_
6. Name of High School and College \_\_\_\_\_
7. Examination where attended earlier education  
(H.S.C./C.H.S. examination conducted by BSE/CHSE, Odisha)  
and year of passing with Roll No. \_\_\_\_\_
8. a) Matriculation Certificate or Equivalent Certificate (Number and date Original Certificate should be submitted).  
b) Higher Secondary Examination Certificate or Equivalent Certificate  
(No. & Date) original should be submitted \_\_\_\_\_
9. If the qualifying examination is passed from another University mention the degree and year there of (Migration Certificate together with the prescribed fee should be submitted).

Migration Certificate No. \_\_\_\_\_ Date \_\_\_\_\_ Name of the University \_\_\_\_\_

10. Date of admission into College under this University \_\_\_\_\_  
(Name of College with year of admission should be stated)
11. Examination for which reading \_\_\_\_\_  
(Particulars i.e. month and year of the examination are to be given)
12. Applicant's occupation, if he is not a College student \_\_\_\_\_  
(For non-collegiate candidate)
13. Address to which communication will be sent:

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#### **RULES FOR REGISTRATION OF PRIVATE CANDIDATE AS UNIVERSITY STUDENT**

1. It shall be incumbent upon any student reading for a degree or diploma or certificate examination of the University to have his/her name entered in the Register of students and no candidate for an examination of the University shall be eligible to appear for any such examination without having first his/her name to entered conforming with the conditions noted under STATUTE 219 (Chapter-I of Part-X).
2. Only such persons who have passed the qualifying examination or an equivalent examination recognised by the University for an examination of this University shall be permitted to have their names entered in the Register (STATUTE 220).
3. The prescribed fee for registration of candidate as University student shall be payable in advance alongwith the application field for the purpose.
4. a) Candidate who have passed the H.S.C./C.H.S. Examination from the BSE/CHSE, Odisha are required to pay the prescribed Registration fee.  
b) Candidates who have been passed an examination of any other University and with to appear at an examination of this University shall be required to pay the required fee for recognition of the examination which they have already passed as equivalent to the corresponding examination of this University in addition to the Registration fee. They shall in addition enclose a Migration Certificate from the University which they last attended.
5. Unless the above conditions are fulfilled, no application form of a non-collegiate candidate shall be considered nor permission can be issued to him for appearing at Examinations of the University.
6. Any other matter not covered above may be referred to the Deputy Registrar/Controller of Examinations for clarification.



**Berhampur University**  
**Bhanja Bihar: Berhampur-7 (Ganjam), Odisha**

P.G. Part-I/II/Semester \_\_\_\_\_ Examination, 201\_\_\_\_

**A D M I T**

**PHOTO**

(Particulars to be filled in by the candidate in his/her own hand writing only)

Name in Full: Shri/Smt. \_\_\_\_\_

(In capital letters as per spelling of H.S.C./Matriculation Certificate)

1. Name of the Examination Centre: \_\_\_\_\_
2. Registration No.: \_\_\_\_\_
3. Subjects: \_\_\_\_\_
4. Signature of the candidate in full: \_\_\_\_\_

(DETAIL PARTICULARS OF THE PAPERS TO BE APPEARED)

(To be filled in by the candidate)

ROLL NO.:

CENTRE:

**CONTROLLER OF EXAMINATIONS**

(TO BE FILLED IN AT THE EXAMINATION CENTRE)

Signature of the candidates (in full): \_\_\_\_\_

Signed and Issued in my presence:

**SIGNATURE OF THE PRINCIPAL/CENTRE SUPERINTENDENT**

1. See Instructions overleaf.
2. Do not write any thing on the Admit Card.



**Berhampur University**  
**Bhanja Bihar: Berhampur-7 (Ganjam), Odisha**

**Instruction for filling up of and submission of forms for Non-Collegiate  
M.A. Part-I and Part-II Examinations 2014**

1. The Master of Arts (M.A.) Part-I and Part-II Examination 2014 for non-collegiate candidates shall be conducted in the subjects Hindi, Sanskrit and Telugu at the centres located at Berhampur (Ganjam) or at any such place to be determined by the University.
2. **Eligibility:** Any candidate who has passed B.A./B.Sc./B.Com, Examination from this University or some other University recognized by this University as equivalent shall be eligible to apply.
3. **Original Documents alongwith a set of attested Xerox copies to be submitted at the time of verification:**
  - i. S.B.I. Bank Draft or Bank Challan (SBI, Bhanja Bihar) towards Examination fee etc. (detailed below).
  - ii. H.S.C. or Equivalent Examination Certificate.
  - iii. B.A./B.Sc./B.Com. Examination (Original/Provisional).
  - iv. Transfer Certificate/School Leaving Certificate/College Leaving Certificate issued from the institution last attended in original.
  - v. Registration Receipt in original for Berhampur University candidates.
  - vi. Migration Certificate in original for candidates other than Berhampur University.
  - vii. Attested Xerox copy of Mark List/Provisional Certificate for candidates appearing as a failed/absent/improvement.
  - viii. Residential Certificate.
  - ix. Two pass port size photographs duly attested by a Gazetted Officer and affixed at the appropriate space provided in the application form and Admit Card.
  - x. Two self addressed stamped (Rs. 40.00 Stamp each) envelopes of size 6X15.
4. **Fees to be paid along with the preliminary application forms:**

Sl. No.	Name of the Examination	Category of Applicant	Fees to be paid in Rs.
1	Fee for application form	For all candidates	200.00
2	Fee for centre permission	For all candidates	300.00
3	M.A. Part-I	Graduation from Berhampur University	1100.00
4	M.A. Part-I	Graduation from other University	1200.00
5	M.A. Part-II	For all candidates	1175.00
6	Part-I (Failed/ Absent/ Improvement)	For all candidates	1000.00
7	Part-II (Failed/ Absent/ Improvement)	For all candidates	1075.00

This fees can be paid either in the shape of S.B.I., Bank Draft drawn in favour of the Comptroller of Finance, Berhampur University payable at S.B.I., Bhanja Bihar (Code 2107) or in the shape of Bank Challan deposited in the S.B.I., Bhanja Bihar Branch, Berhampur University.

5. Submission of Migration Certificate (for candidates other than Berhampur University) along with the preliminary application form is a must, however the Migration Certificate can also be submitted with in a further period of 6 (six) months with a fine of Rs.500.00 (Rupees Five Hundred only) failing which their results shall be kept withheld/cancelled as per University Rules.

6. **Submission of application forms:**

The application forms duly filled in by the candidate in his/her own hand writing and complete in all respect together with the required documents should be submitted in person at the Examination General P.G. Section as per the following schedule and to collect the original certificates after completion of the verification:

Name of the Examination	Sanskrit Part-I	Hindi Part-I	Telugu Part-I	All left out of Part-I and fresh candidates
Date of submission	Dt.06-01-2014 to dt.08-01-2014	Dt.09-01-2014 to dt.10-01-2014	13-01-2014	Dt.15-01-2014 to dt.17-01-2014

Name of the Examination	Part-I (Failed/ Absent/ Improvement) forms	Part-II (Fresh/Failed/ Absent/ Improvement)	All left out Part-I and Part-II Failed/Absent/Improvement forms
Date of submission	Dt.18-01-2014 to dt.20-01-2014	Dt.21-01-2014 to dt.22-01-2014	Dt.24-01-2014 to 25-01-2014

**No application will be received after the due date.**

**Note:**

1. The University reserves the rights to allow or reject any application for permission to appear at any examination and if allowed by over sight will be cancelled at any stage.
2. The fees of the candidates whose application forms are rejected for their own omission shall be forfeited (S.R. No. 191 dtd. 16-08-1999).
3. Candidates of other Universities are first of all required to ascertain themselves of the fact of the recognition of their qualifying examination by this University. Candidates having passed/obtained a Post Graduate Degree in a subject from any other University/Institution are not eligible to appear in the same subject for Post Graduation under Berhampur University, further if any candidate appears in the same subject hiding the fact and being detected in future the degree so conferred shall be withdrawn.
4. All disputes concerning this transaction are subject to the exclusive jurisdiction of the Civil Court Legal Forum at Berhampur in the District of Ganjam, Odisha State as per the terms and conditions of this transaction.
5. The detailed examination programme shall be sent to the respective candidates by post in due course.

Sd/-  
Controller of Examinations